

22 NOV 1983

MEMORANDUM FOR: Division Chiefs

FROM: Executive Officer

SUBJECT: Approval of FY 84 Goals and
Preparation for First Quarter Review

1. A copy of the DDA memo approving our 1984 Planning Goals is attached for your information. In addition, a copy of the DIS and DDIS comments relative to that memo and the '84 OIS Program is attached.

2. So that you can record your information and background data in preparation for the first FY 84 Quarterly Review, you should be aware that the DIS would like a paper covering the milestone accomplishments for that period. Items covered should be in "bullet" conciseness for presentation in writing to the DDA and will not be included on the agenda for discussion.

3. Only significant objectives will be discussed during the review and those will not be presented to the DDA in writing. Recommendations for subjects to be covered in the discussion should be submitted by 6 January 1984, along with the "bullets."

STAT

Attachments:
As stated

Distribution:

- 1 - ea Div Chief w/atts
- 1 - EXO w/atts
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